

Northport/Leelanau Township

Utilities Authority

DRAFT
Budget

March 1, 2016 - February 28, 2017

Budget Summary

FY 3/1/16 - 2/28/17

Revenue

Total Revenue	\$551,457
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Expenses

Total Expenses	\$520,599
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Transfer to Reserve Fund

\$27,500

Reserve Fund

	<u>Balance Forward</u>	<u>Budget Year</u>	<u>Year End Total</u>
Capital Improvements- Repairs, Maintenance	\$49,030.54	\$22,500	\$71,530.54
Biosolids Disposal	\$1,173.43	\$5,000	\$6,173.43

*Biosolids disposal expected to take place in spring 2021 at an estimated cost of \$25,000.

Revenue

FY 3/1/15 - 2/28/16

<u>Sources</u>	<u>Proposed</u>
Advancements	
Village	0
Township	0
Hook up Application Fees	300
O&M Fees	305,720
Late Charge/Penalty	4,167
Delinquent O&M Fees & Interest	0
Interest 100	
Grants	50
SAW Grant	\$240,620
Reimbursements	0
Ordinary Financial Activity	0
Sewer System Damage Cost Recovery	0
Refunds	600
Miscellaneous Revenue	0
Total:	\$551,457

Assumptions

- Operating & Maintenance (O&M) charge is \$43 per month per Residential Equivalent Unit (REU)
- O&M is billed quarterly
- Quarterly O&M charge is for service provided during the previous quarter (3 months)
- 100% of O&M charges collected in FY 2015-16
- Debt service is \$18 per month in the Village and \$12 per month in the Township per REU
- 592.48 connections to the sewer system on 12/1/2015
- 3 new REUs to come on line in FY 2016-17 according to Bendzinski predictions
- Properties with structures that have plumbing will be charged O&M and debt service whether or not they are connected to sewer system
- Hook up application fee is \$100 for processing, record keeping and inspection of hook up.
- The NLTUA was awarded a SAW grant in the amount of \$240,620 with no local match required. The grant will be for GIS work, Asset management and training.

Expenditures

Administration: FY 3/1/16 - 2/28/17

	<u>Proposed</u>
Salary	17,237
Overtime	0
Per Diem	0
Employer's Social Security	1,069
Employee's Medicare	250
Workman's Comp	500
Pension	0
Health Insurance	0
Office Supplies	350
Operating Supplies	400
Postage	900
Capital Outlay-Transfer to reserve funds	27,500
Contractual Services (SAW)	\$243,620
Legal Services	1,500
CPA Services	3,500
Membership & Dues	0
Education & Training	250
Telephone	0
Mileage	100
Printing & Publishing	250
Insurance & Bonds	6,200
Utilities/Electricity	0
Repair & Maintenance	0
Permits	0
Miscellaneous	0
Bank Service Charges	300
Equipment	700
Rent	<u>0</u>
Total	\$303,626

Expenditures

System Operation & Maintenance – FY 3/1/15 - 2/28/16

	<u>Treatment</u>	<u>Collection</u>
Wages	0	0
Overtime	0	0
Social Security	0	0
Workman's Comp	0	0
Pension	0	0
Health Insurance	0	0
Operating Supplies	5,500	1,000
Education & Training	0	0
Utilities/Gas	150	450
Utilities/Water	928	0
Telephone/Internet	2,500	2,200
Utilities/Electricity	40,000	8,000
Contractual Services	170,545	7,000
Repair, Replace & Maintenance	2,000	0
Miscellaneous	0	0
Permits	4,200	0
Insurance & Bonds	0	0
Equipment Rental	0	0
Equipment	<u>0</u>	<u>0</u>
 Total	 \$225,823	 \$18,650

Assumptions

- The Treatment Operating Supplies expense is for the purchase of ferric chloride
- The Collection Operating Supplies expense is for the purchase of Calcium Nitrate.

Budget Detail

FY 3/1/16 - 2/28/17

Operation & Maintenance			
	<u>Administration</u>	<u>Treatment</u>	<u>Collection</u>
Contractual Services			
SAW Grant Work	240,620		
Additional monitoring well tests		4,000	
Computer system support	2,000		
Engineering	1,000		4,000
Generator maintenance		500	1,000
Mowing and Snow Removal		2,500	
WWTF & Collection System			
Operation, Maintenance and Callouts		163,545	
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Total:	\$243,620	\$170,545	\$5,000

Contractual Services Explanation

Operations and Maintenance Agreement (OMI) \$12,295.46 per month	\$147,545
OMI Bills for any additional services over 300 hours	\$16,000